



State of Washington
Agency Activity Inventory System
Agency Activity by Agency
Approp Period 2001-03
Activity Version: 2002 Spring Update Exercise

Agency: 227 - Wa St Criminal Justice Train Comm

Category: Public Safety and Criminal Justice

Administration

The Administration Division provides guidance and support to the Criminal Justice Training Commission's (CJTC) training activities. The program includes the functions of the Commission, comprised of 14 members appointed by the Governor, the Law Enforcement and Corrections boards, the Executive Office, Information Services, Human Resources, Financial Services, Operation Support Unit, Facilities, Quality Standards which certifies instructors, and Certification/De-Certification which certifies and de-certifies peace officers in Washington. Descriptions of the units are as follows:

Executive - Comprised of the Executive Director, Deputy Director, and a support staff person. This office provides leadership, guidance, and policy development in fulfilling the mission and duties of the CJTC.

Facilities - Includes maintenance, alterations, and all utilities of 8 buildings totaling an estimated 170,000 sq. ft. on 37 acres. This unit consists of a manager, two general repair staff persons, and two custodians. This section's funding is 37 percent of the administration budget.

Information Services - Comprised of one staff member responsible for the maintenance of all computer-related items in the agency. This unit is also responsible for the purchase of all computer products and software.

Human Resources - Comprised of two staff members responsible for providing guidance on all employee matters. This section also ensures that the agency is in compliance with all federal and state rules and regulations relating to employment.

Financial Services - Comprised of five staff persons responsible for agency budgeting, accounting, accounts payable, accounts receivable, payroll, purchasing, and responding to public disclosure requests.

Operation Support - Consists of two staff that handle all class registrations for the training divisions, record class rosters in databases, and function as the agency receptionist.

Quality Standards - Consists of two staff persons responsible for instructor certification, curriculum certification, emergency 911 training, and special projects assigned by agency administration.

Certification/De-Certification - Two staff persons who are responsible for the certification and de-certification of peace officers in Washington State.

The Administration Division ensures that the CJTC provides the highest quality training possible to its various law enforcement and corrections customers in an environment conducive to learning.

Other Funds: Public Safety Education Account = \$5,268,345, Other = \$71,733

Expected Results

Total \$ \$5,324,722

GFS \$ \$0

Other \$ \$5,324,722

FTEs 22.0

Agency Priority: None



State of Washington
Agency Activity Inventory System
Agency Activity by Agency
Approp Period 2001-03
Activity Version: 2002 Spring Update Exercise

Agency: 227 - Wa St Criminal Justice Train Comm

Category: Public Safety and Criminal Justice

Basic Law Enforcement Academy

Washington State accomplishes its initial certification of all fulltime peace officers through training at the Basic Law Enforcement Academy. State law mandates that all officers, deputies, and agents must begin their basic training within six months of being hired by their respective agencies. The academy's 720-hour curriculum covers all facets of training including: criminal law, criminal procedures, patrol procedures, crisis management, communication, community policing, ethics, defensive tactics, traffic, and firearms. Our clients include all municipal police departments, county sheriff offices, four-year college and university police departments, Department of Fish and Wildlife, Gambling Commission, and Liquor Control Board. Training is provided to approximately 500 students annually through the Basic and Equivalency Academies.

Other Funds: Public Safety and Education Account = \$4,734,897, Municipal Criminal Justice Assistance Account = 460,000, Other= \$4,848

Expected Results

Total \$ \$5,199,745

GFS \$ \$0

Other \$ \$5,199,745

FTEs 2.0

Agency Priority: None

Category: Public Safety and Criminal Justice

Professional Development

The Division of Professional Development is responsible for developing and administering training for first level supervision, middle management, and executive management personnel in law enforcement and state and local corrections. These training requirements are mandated by state law and must be completed within the allotted timelines as a condition of maintaining a specific rank. It is important that law enforcement and corrections supervisors, managers and executives receive training after basic academy training. Also provided is training on domestic violence and sexual assault investigation, regional training, methamphetamine investigation, and training to coroners, defense, and municipal attorneys. Approximately 10,000 law enforcement personnel attend the various courses offered by the Professional Development Division annually. As crimes become more sophisticated, technology provides criminal access to more unsuspecting victims. The ability to manage law enforcement resources in an effective and efficient manner becomes a critical element of the law enforcement supervisor and manager.

Other Funds: Public Safety Education Account = \$3,461,805, Death Investigation = \$148,000, Other = \$36,238

Expected Results

Total \$ \$3,646,043

GFS \$ \$0

Other \$ \$3,646,043

FTEs 12.0

Agency Priority: None



State of Washington
Agency Activity Inventory System
Agency Activity by Agency
Approp Period 2001-03
Activity Version: 2002 Spring Update Exercise

Agency: 227 - Wa St Criminal Justice Train Comm

Category: Public Safety and Criminal Justice

Corrections Training

The Corrections Division provides state-mandated, initial entry training for new institutional and community corrections workers for state, county, and local jurisdictions. This training is for personnel who provide for the custody, safety, and security of adult and juvenile prisoners in jails, penal institutions, and detention facilities, and for personnel who manage offenders on probation or parole. Approximately 1,000 students are trained annually in the Correction Officer, Adult Services, Juvenile Security Workers, Juvenile Services, and Work Release Academies. This training, mandated by state law, meets minimum essential initial training for persons contributing to public safety by dealing properly with offenders who are in custody or the community.

Other Funds: Public Safety Education Account = \$2,393,812, Other = \$13,237

Expected Results

Total \$ \$2,407,049

GFS \$ \$0

Other \$ \$2,407,049

FTEs 4.0

Agency Priority: None

Category: Public Safety and Criminal Justice

Management Support for Public Law Enforcement Agencies

Funding is provided to the Washington Association of Sheriffs and Police Chiefs (WASPC), an organization that deals with common problems involved in the delivery of executive and management services to public law enforcement agencies. This section is responsible for four major statistical projects: Uniform Crime Reporting, Incident Based Reporting, Hate/Bias Crime Reporting, and Domestic Violence Reporting. Databases are maintained to record information on various crimes and provide statistical reports to the criminal justice community, Legislature, media, researchers, students, and private citizens. These databases also assist law enforcement as an investigative tool. WASPC is required to act as the permanent repository of records of investigative reports prepared by all state law enforcement agencies pertaining to sex offenders or sexually violent offenses. Funding is also provided to WASPC for a school mapping project in which maps of schools will be available electronically to emergency services. By maintaining various databases and records, WASPC provides valuable information that enhances public safety.

Other Funds: Public Education Safety Account = \$1,973,100

Expected Results

Total \$ \$1,973,100

GFS \$ \$0

Other \$ \$1,973,100

FTEs 0.0

Agency Priority: None



State of Washington
Agency Activity Inventory System
Agency Activity by Agency
Approp Period 2001-03
Activity Version: 2002 Spring Update Exercise

Agency: 227 - Wa St Criminal Justice Train Comm

Category: Public Safety and Criminal Justice

Prosecuting Attorney Training

As mandated by RCW 43.101, the CJTC is required to provide training to prosecuting attorneys and their staff fall. Through an agreement between CJTC and the Washington Association of Prosecuting Attorneys (WAPA), WAPA is responsible for the administration and conduct of training programs for prosecuting attorneys, deputy prosecuting attorneys, and their support personnel. In addition to training, WAPA is also responsible for updating and maintaining existing manuals, and developing new training manuals. The increased knowledge and training provided to prosecuting attorneys in specific case-related subject areas assists in providing Washington citizens with the best service and protection.

Other Funds: Public Safety Education Account = \$316,041

Expected Results

Total \$ \$316,041

GFS \$ \$0

Other \$ \$316,041

FTEs 0.0

Agency Priority: None

Sub-Total for Agency 227 - Wa St Criminal Justice Train Comm

Totals **\$18,866,700**

GFS **\$0**

Other **\$18,866,700**

FTEs **40.0**